



CADET ADVISORY COUNCIL
CIVIL AIR PATROL NORTH CAROLINA WING
UNITED STATES AIR FORCE AUXILIARY
3520 ALAMANCE ROAD BURLINGTON NC 27215

13 November 2010

MEMORANDUM FOR: NCWG CADET ADVISORY COUNCIL REPRESENTATIVES

FROM: C/Maj Sierra Larson, NCWG CAC Vice Chair

SUBJECT: CAC Meeting Minutes for 13 November 2010

1. **Call to Order:**

- a. The NCWG CAC meeting was called to order by the chair at 2022 hrs

2. **Roll Call:**

a. **NCWG CAC Staff**

- i. C/1st Lt Elizabeth Bullock, Boone Composite, NC-153
- ii. C/Maj Sierra Larson, South Charlotte Cadet Squadron, NC-800

b. **NCWG CAC Primary Representatives**

- i. C/SMSGT Andrew Austin, NC-162
- ii. C/2d Lt Troedsson, Burlington, NC-022
- iii. C/Capt Gourley Winston-Salem Composite, NC-082
- iv. C/Capt Emily Bullock, Boone Composite, NC-153

c. **NCWG CAC Alternate Representatives**

- i. C/MSGT Hannah Knox, Burlington, NC-022
- ii. C/SSgt Windham Taylor, Boone Composite Squadron NC-153
- iii. C/CMSGT Jared Mohler, Winston-Salem Composite, NC-082

d. **MER CAC Representatives**

- i. C/Maj Kyle Zobel MERCAC Alternate Representative, Member of MER-NC-048 filling in for C/Capt Huneycutt

e. **NCWG CAC Director of Cadet Programs**

- i. Maj William Ryan, NC-007

f. **Additional Attendees**

- i. C/Col Feinstein, Winston-Salem Composite Squadron, NC-082

1. **Squadron Reports:**

a. **NC-162**

- i. 15 cadets avg
- ii. 3 promotions

- iii. Hosted AE rocket day
- b. NC-007**
 - i. 5 cadets avg
 - ii. 2 C/CMSgts
- c. NC-022**
 - i. 30-35 cadets avg
 - ii. 3 C/SSgt promotions
 - iii. Ranger Training weekend
- d. NC-082**
 - i. 25 cadets avg
 - ii. One Earhart and one Mitchell
 - iii. Airshow attendance
- e. NC-048**
 - i. 45 cadets avg
 - ii. Veterans day parade
 - iii. Christmas banquet approaching
- f. NC-153**
 - i. 40 cadets avg
 - ii. Christmas banquet approaching
- g. NC-800**
 - i. 25-30 cadets avg
 - ii. C/Maj promotion, C/1st Lt, many others
 - iii. Monroe Airshow last weekend
 - iv. Phase One this weekend

2. Old Business:

- a. ES Proposal**
 - i. C/1st Lt Brown is absent due to sickness, so there is no new news on this proposal.
- b. Hazing Document**
 - i. C/Major Zobel posted the hazing document (Hazing PP edit.doc).
 - ii. C/Captain Gourley mentioned the hazing committee should take care to not limit disciplinary actions as circumstances differ.
 - iii. Major Ryan added that the staff should ask, “Would I be embarrassed if this was done to me?”
 - iv. C/2d Lt Troedsson stated that the question “Will they cry for hours?” sounds redundant.

3. New Business:

- a. Keeping Cadets**

- i. C/1st Lt Bullock lists several measures which should help with cadet retention:
 - A. Everyone needs a place in which they are needed
 - B. Know each individual and their goals
 - C. Be creative when planning meetings
 - D. Give cadets feedback on their performance
 - E. Give everyone an opportunity
- i. C/Major Zobel states that the MER CAC reviewed this subject last year and lists what they discovered in their study:
 - A. Retention varies by squadron size and location
 - B. Diversification of program
 - C. Make all missions of CAP available to cadets
 - D. Help cadets who join form a set of goals to work towards
 - E. Get cadets involved in programs outside of the squadron ASAP.
Retention increases up to 35% with involvement with other squadrons or wing activities.
- ii. Major Ryan adds:
 - A. Make sure cadets get Orientation flights
 - B. Assign each cadet a mentor
 - C. Call cadets when they don't come to meetings
 - D. Show interest in your members
 - E. Push NCSAs at squadron level
- iii. C/2d Lt Troedsson adds a few ideas for interesting activities:
 - A. Weekend camp-outs with other squadrons (PT in mornings, ES training in the afternoon, leadership training throughout)
 - B. Leadership building exercises at squadron level (Mine field, etc)
 - C. Incorporate more emergency services activities
- iv. C/Major Zobel adds a couple personal suggestions:
 - A. Put cadets in specialty tracks that allow them to pursue a personal goal with specialty training
 - B. Work with other squadrons, get out and meet other cadets
 - C. Don't discount working with boy scouts or other groups
- v. C/Captain Gourley suggests keeping a checklist:
 - A. Keep a checklist for each new cadet. This checklist should include:
Where they are at as far as promotions go, what their personality type is and what motivates them, and why they joined CAP (to keep them interested with activities they will find useful and enjoyable). This checklist is very useful to help the basic flight commander keep tabs on all cadets in his/her flight. As a basic, when your flight commander shows that he/she knows what motivates you, and what you're interested in, it really makes you want to continue in CAP. The job of

new cadet retention should fall to the basic flight commander. Another key aspect is to have a well rounded squadron. I have not addressed advanced cadet retention as of yet. The reason for this is because, NC-082 has found that advanced cadets (staff/Sergeants and higher) rarely quit CAP. The few exceptions we have had, resulted because of things that the cadet could not control (moving, etc), not by the cadet's choice.

vi. C/1st Lt Bullock adds a final note:

A. Know your people and help them accomplish their goals.

vii. C/Major Larson summarizes:

A. People don't care how much you know until they know how much you care. Don't push your own agenda, help your cadets reach their goals. Care about them, and let them know it.

b. CAC Assisting with Solving Squadron Problems

i. C/Major Larson mentions problems with communications, and with staff becoming lax in their duties as they get "in their grooves". Are there any suggestions for dealing with these problems?

4. Open Floor:

c. NCSAs

i. Stress NCSAs – what they are, how to apply, when to apply, etc.

A. C/1st Lt Bullock suggests that squadrons offer a class during a squadron meeting. Help cadets find an NCSA that meets their personal goals.

B. C/Major Larson advises bringing in cadets who have attended activities, allowing them to show pictures/videos of these activities or demonstrate skills learned at activities.

C. C/Major Zobel advises cadets to use only positive language when speaking about NCSAs.

D. C/Lt Troedsson advises private classes.

d. Safety Officer at Squadron Level

i. Major Ryan explains that the wing commander desires each squadron to obtain and train a cadet safety officer.

5. Adjournment:

a. Meeting is adjourned at 2114.

Sincerely,

Sierra Larson, C/Maj, CAP
NCWG CAC Vice Chair